REVIEW/CHANGE A PERMANENCY PLAN

CREATION DATE: November 19, 2007



Pointers to Remember:

- 1. Case plans serve as the essential roadmap to services and positive outcomes for both children and families. Case planning and permanency planning are interrelated, as case plans outline the actions required to achieve permanency goals. Comprehensive case planning focuses the child's safety and permanence. When all those involved with the child have the opportunity to participate, a plan can be created that will match the needs of children and families and build on their strengths to support safety and help children achieve permanence.
- 2. There are five permanency goals in place for foster care children within CFSA. They are as follows:
 - Reunification;
 - Guardianship;
 - Adoption;
 - Alternative Planned Permanent Living Arrangement APPLA (i.e. independent living); or
 - Legal Custody.

Review Permanency Plan

Steps Include:

Step 1: Place cursor over **Case** then **Case Plan**.

Step 2: Click **Permanency Plan**.

The Permanency plan selection screen displays.

Step 3: Select Reyshawn Jackson (for example).

Step 4: Click **Show**.

Step 5: Review Reunification as the **Permanency Goal*** and Court Ordered as the

Permanency Goal Origin. See Figure 1

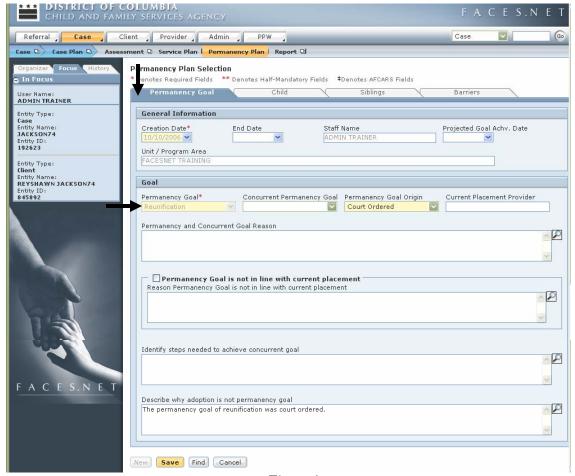


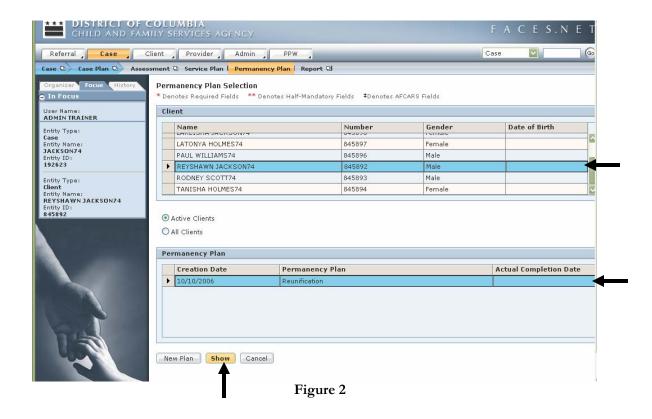
Figure 1

Change Permanency Goal

Steps Include:

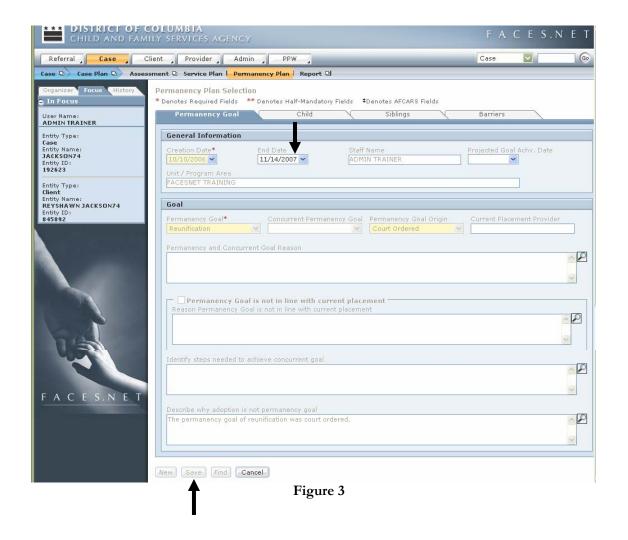
- Step 1: Place cursor over **Case** then **Case Plan**.
- Step 2: Click **Permanency Plan**.

 The Permanency plan selection screen displays.
- Step 3: Select Reyshawn Jackson (for example). See Figure 2
- Step 4: Select Permanency plan to be updated. See Figure 2
- Step 5: Click **Show**. See Figure 2



Step 6: Enter End Date. See Figure 3

Step 7: Click **Save**. See Figure 3
Screen will become grayed-out.



- Step 8: Place cursor over **Case** then **Case Plan**.
- Step 9: Click **Permanency Plan**.

 The Permanency plan selection screen displays.
- Step 10: Select Reyshawn Jackson (for example). See Figure 4

 The previous end-dated permanency goal will show in inset grid.
- Step 11: Click New Plan. See Figure 4

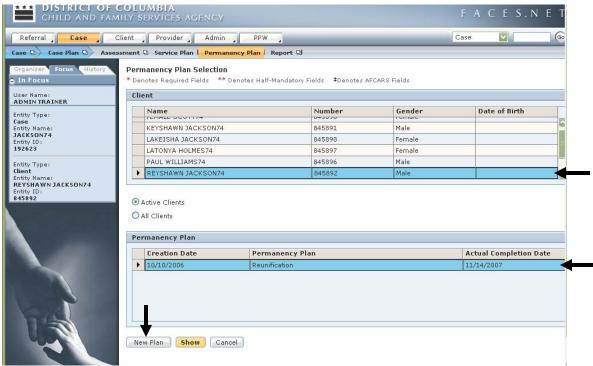


Figure 4

- Step 12: Enter new **Permanency Goal*** of Adoption. See Figure 5
- Step 13: Enter Court Ordered as the **Permanency Goal Origin**. See Figure 5

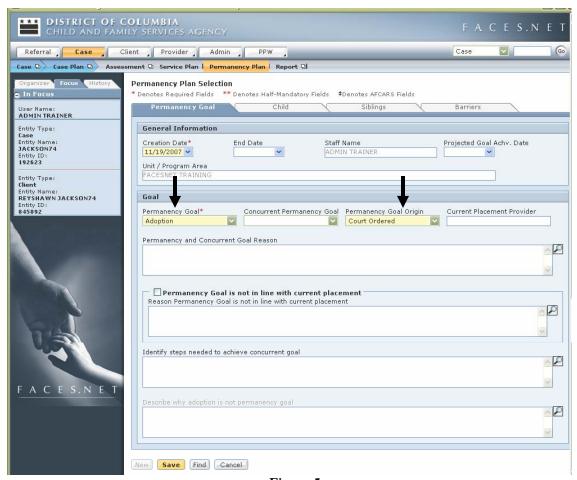


Figure 5

- Step 14: Click Child tab. See Figure 6
- Step 15: Complete information on screen as it applies to the permanency goal. See Figure 6

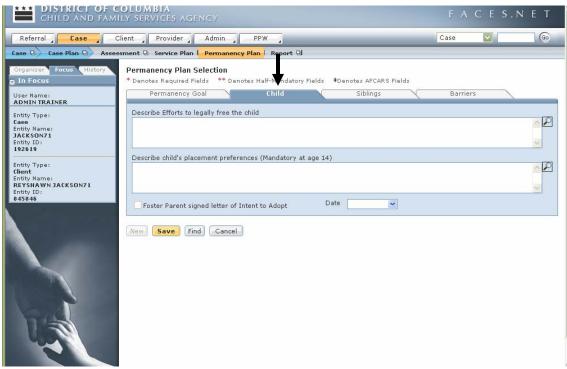


Figure 6

- Step 16: Click Siblings tab. See Figure 7
- Step 17: Complete information on screen as it applies to the permanency goal. See Figure 7

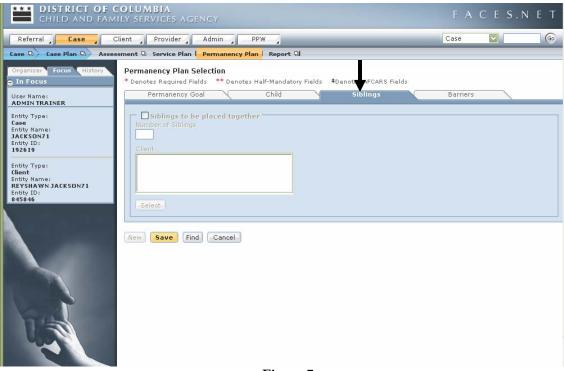


Figure 7

- Step 18: Click Barriers tab. See Figure 8
- Step 19: Complete information on screen as it applies to the permanency goal. See Figure 8
- Step 20: Click Save. See Figure 8

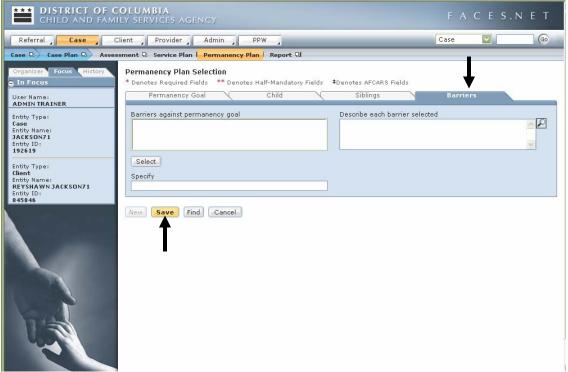


Figure 8

Filename: Case Plan - Review_Update Perm Plan Goal

Directory: C:\Documents and Settings\Dstewart\My Documents\Internet

Updates\FACES.NET\Tips Sheets

Template: C:\Documents and Settings\Dstewart\Application

Data\Microsoft\Templates\Normal.dot

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